

**Bemus Point Library**  
**Board of Trustees Minutes**  
**March 12, 2024**

CTO 5:30

1. Correspondence in Public- Nothing presented.

2. Secretary's Report: Minutes reviewed. Motion to approve by Katie, seconded by Val. Date of the FOL fundraiser at EBC is corrected to May 3<sup>rd</sup>. Approved with that revision.

3. Treasurer's Report: No questions on balance sheet summary or budget vs. actuals report. Motion to approve by Sharon, seconded by Amy. Approved by all.

We have received 60,482.30 from Matt Issacson's estate, Katie suggested investing 20K in rolling CD, Kathy Kerr at M&T will help decide the best timing to do. We have accounts at both M&T and the Credit Union. Credit Union account was initially set up when the bank closed in Bemus, and it was felt it was necessary to have a local account for quick access to funds if needed, but no longer seems necessary.

We have an opportunity to purchase 6 (2 staff, 4 public) new PCs through the system for a cost of less than 5K. Discussion of using the Credit Union funds, to purchase them, Val made a motion, Jim seconded, all approved. Question was raised whether we should also consider purchasing a laptop which could be used for remote meetings. Shannon stated that we do have an iPad that could be used for that purpose. Consensus was that a laptop is not needed at this time. Katie will get a specific quote for the PCs and cabling.

Amazon has changed the cost for a Prime membership, it will cost \$139.00 per year. We use Amazon frequently; free shipping outweighs the cost of membership. All agreed.

Katie reported that Bob Johnson has taken the "old" books, he will hold them for the book and paper show and will sell them for us. He will reach out to some of his buyers about specific books they may be interested in.

Katie will continue to explore why the school tax funds don't show up in the budgeted column in the QBs report.

4. Librarian's Report: Activity report reviewed. Circulation and Overdrive use both up over last month. Storytime continues to have strong attendance.

Shannon has received many compliments on the new lobby and children's area design. Thanks to Amy and all who worked on it.

Reading with Sophia has changed to every other Sat morning, first date 3/9/24 but no one attended.

Discussion of improved publicity needed, also using the description of Library Dog rather than therapy dog.

Shannon said that Cindy is going to pursue certification of her dog as a service dog with a goal of bringing her to the library.

The toilets continue to be a problem, batteries for the flushers have been changed 7 times. The plumber says the problem is the hard water. We are seeking a 2<sup>nd</sup> opinion. Also asked Casey Windoft, who suggested perhaps changing the sensitivity. This is a problem that needs to be fixed before summer. Katie will follow up and keep the board in the loop through email.

Spring cleanup of the gardens, windows etc. needs to be done, discussion to schedule a specific date/time or use a sign-up sheet for specific tasks, no decision reached. Jim said he would paint the sidewalk.

Ned Ward has offered to donate a small tree in memory of his brother Norm, but we don't have room for another tree, recommend exploring whether he would be willing to contribute some other form of landscaping. Maureen Stahley has been the contact person, Shannon will reach out to her to check with him.

Discussion of some programming ideas, possible summer art program and a children's program, these will continue to be explored. Martz Observatory has a program to donate telescopes to libraries, we will sign up. Staff and volunteers have undertaken a weeding and sorting project, goal is to get it done before the busy season.

## 5. Old Business

Library update letter- Deb recommended including the author talks and story time with Mrs. Claus during Light Up Bemus. Katie reported that it will cost approx. 17.00 to have the system print/fold the letter, she will also look into postal meter vs. stamps opportunity. Goal to mail by mid-April.

Friends of the Library Mtg. Monday/March 4 Update: Amy – Sharon, 12 people attended the meeting, new officers were elected. Ideas discussed for fundraising and programs, particularly, summer programs for kids. Sharon reported on the FOL fundraiser at EBC for the first weekend in May. Peter at EBC will make a donation, as well as donate gift cards for hourly drawing for those present. Topper (Manager) may make a separate donation depending on attendance. Gift baskets are needed for the raffle. Coordinate with Sharon to avoid multiple requests to vendors.

Outdoor Wireless Access Point Outdoors (WAPO) was determined not to be needed, our internet access is available outside of the library.

Community Impact Grants: Erika, Katie, Donna Vanstrom and Shannon will meet with Chautauqua Region Community Foundation (CRCF) April 12. Linda Swanson from Sheldon Foundation will stop in this Thursday to look at the exterior of the library.

Vice President, Yvonne Makl was appointed as interim, motion to elect her was made by Katie, seconded by Deb, approved by all.

Annual report has been submitted.

Discussion of uses for the funds from Matt Issaccson's estate, ideas included something for the kid's area and a middle school program, no action at this time.

## 6. New Business

Business Cards: Shannon will look at the templates that are available. Katie commented that Hazeltine has them with the library hours on the back, she gives them to new patrons.

Thank You Notes: Shannon sends these.

Master Gardeners seed exchange is still being worked on.

Building Notebook provides maintenance information, includes pictures of the toilets with directions to change the batteries. Recommend including information about shut off valves, circuit breaker box, etc.

Jan Decoff, CCLS will attend the April board meeting.

Personnel policy draft provided for review and discussion at the next meeting.

Sharon recommended placing library events on the town event calendar. All agreed that was a good idea.

National library week is April 12-18.

## 7. Executive Session- Nothing to discuss.

Meeting adjourned at 7:00 PM

Respectfully submitted,  
Mary Bosek